

**SAN RAMON VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
Minutes – June 24, 2015**

Board of Directors Regular Board Meeting

MISSION STATEMENT

In the spirit of our tradition, we strive for excellence, respectfully serving all with pride, honor and compassion.

Location: 1500 Bollinger Canyon Road
Administrative Building-Boardroom
San Ramon, CA 94583

Board Members Present: Directors Campbell, Dakin, Kerr, Stamey and Parker

Staff Present: Fire Chief Meyer, Financial Consultant Campo, Fire Marshal Kiefer, Deputy Chief Phares, Deputy Chief Krause, Controller Koran, Legal Counsel Ross, Technology Systems Manager Call, and District Clerk Brooks.

1. Call to Order

Board President Kerr called the meeting to order at 7:01 p.m.

2. Pledge of Allegiance

Deputy Chief Phares led the Pledge of Allegiance.

3. Determination of Quorum and Confirmation of Agenda

There was a quorum and no changes were made to the agenda.

4. Public Comment

None.

5. Consent Calendar

Motion to approve consent items 5.1 – 5.7 (1-4) by Director Campbell, seconded by Director Stamey. Motion carried.

6. Special Announcements/Presentations/General Business

6.1 None

7. Old Business

- 7.1 Open Public Hearing as set forth in the annual exterior hazard abatement program for the purpose of receiving public comment to show cause why exterior hazard abatement orders should not be enforced.

Board President Kerr opened the Public Hearing, no one came forward. Board President Kerr then closed the Public Hearing.

- 7.2 Special District Vacancy on LAFCO, respond to request for nominations, election scheduled for Monday, July 20, 2015.

Motion by Director Stamey, and seconded by Director Parker that Chief Meyer will be in attendance as well as Director Parker at the meeting on July 20, 2015. Staff will inform LAFCO of the members that will be attending from the District. Motion carried.

8. New Business

- 8.1 Discussion and possible approval of Resolution No. 2015-06, approving Dispatch Services Agreement with the City of San Ramon.

Chief Meyer introduced San Ramon Police Chief Gorton who commended our staff for all of their help on this joint project. Motion by Director Stamey to approve Resolution No. 2015-06 approving the Dispatch Services Agreement with the City of San Ramon. Director Dakin seconded the motion. Motion carried by roll call vote.

- 8.2 Discussion and possible adoption of 2015-16 Annual Operating Budget and Capital Improvement Program.

Chief Meyer thanked the staff and labor for all of their work that went into finalizing the 2015/16 budget and also stated that the budget workshop was very successful. Motion by Director Dakin to adopt the 2015-16 Annual Operating Budget and Capital Improvement Plan. Motion seconded by Director Stamey. Board President Kerr also thanked staff and labor. Motion carried.

- 8.3 Discussion and possible selection of a CA Special Districts Association 2015 Board Election candidate; mail in ballot due by August 7, 2015.

Motion by Director Dakin, seconded by Director Stamey that the Board abstain from voting as the candidates were unknown to them. Motion carried.

- 8.4 Discussion and possible approval of Resolution No. 2015-04, increasing fees and charges for various services contained within Ordinance No. 28; refer Resolution No. 2014-04.

Fire Marshal Kiefer presented this item to the Board. Motion by Director Stamey to approve Resolution No. 2015-04. Motion seconded by Director Campbell. Motion carried by roll call vote.

- 8.5 Discussion and possible approval of Resolution No. 2015-05, increasing the First Responder Assessment without Transport Fee and the Ambulance Transport fees and charges contained within Ordinance No. 30.

Deputy Chief Krause provided the background of this item. Motion by Director Dakin to approve Resolution No. 2015-05. Director Parker seconded the motion. Motion carried by roll call vote.

- 8.6 Schedule a date/time for a Fire Prevention Subcommittee meeting; Chair, Director Dakin and Director Campbell.

Chief Meyer stated this subcommittee meeting would be to discuss the fee structure and the Fire Prevention Division reorganization. After some discussion, it was the consensus that the District Clerk would contact the Fire Prevention subcommittee members to try to come up with a date for this meeting that would be convenient for all.

- 8.7 Schedule a date/time for a Facilities Subcommittee meeting; Chair Director Stamey and Director Campbell; Fire Station 32 construction options.

Chief Meyer stated that the primary reason for scheduling this subcommittee meeting would be to discuss Station 32. After some discussion, it was the consensus that the District Clerk would contact the Facilities Subcommittee members to try to come up with a date for this meeting that would be convenient for all.

- 8.8 Discussion of the 2015 Annual California Special Districts Association Leadership Conference taking place September 21st – 24th, 2015.

Board President Kerr as well as Director Stamey will be attending the annual conference in September.

- 8.9 Selection of Regular Board meeting date in lieu of September 23, 2015, as it conflicts with the CSDA Annual Conference. Optional dates include: September 16th or September 30th; decided on 2:00 p.m. or 7:00 p.m. meeting time.

The Board decided on the date of Wednesday, September 30, 2015 at 2 p.m. for the September Board Meeting.

9. Correspondence

The Board commented on some of the nice letters in the packet.

10. Monthly Activity Reports

10.1 Operations Division-Deputy Chief Phares

Operations Report of monthly activities.

Deputy Chief Phares provided the monthly activities for the month of May in the Operations Division.

10.2 EMS/Logistics – Deputy Chief Krause

EMS/Logistics Report of monthly activities.

Deputy Chief Krause provided the monthly activities for the month of May in the EMS/Logistics Division.

10.3 Fire Prevention – Fire Marshal Kiefer

Fire Prevention Report of monthly activities.

Fire Marshal Kiefer provided the monthly activities for the month of May in the Fire Prevention Division.

10.4 Administrative Services – Financial Consultant Ken Campo

a). Monthly Finance Activities/Reports

b). Monthly Human Resources Activities/Reports

Financial Consultant Campo presented his monthly report and asked for direction from the Board regarding prepaying CCCERA funds similar to last year. The Board concurred.

Finance Controller Koran presented his monthly report stating that the District is in a good financial position.

10.5 Fire Chief – Fire Chief Meyer

Verbal report on monthly meetings, seminars, committee meetings, and other District related activities.

Chief Meyer discussed the Fallen Heroes event that he and staff attended and also updated the Board on new personnel in EMS, BC and Training Captain positions.

11. Good of the Order

Director Stamey complimented the crews and staff on their attendance at recent community events.

Director Stamey, as well as Board President Kerr suggested that the August Board meeting be held earlier in August, since the July meeting was cancelled. It was the consensus that the August Board meeting be held on Thursday August 20, 2015 at 2 p.m., in the Boardroom.

12. Closed Session

12.1 Possible exposure to litigation (one matter) pursuant to Government Code §54956.9(d)(2). Facts and circumstances that might result in litigation need not be disclosed.

There were no closed session items for discussion per Legal Counsel Ross.

13. Return to Open Session

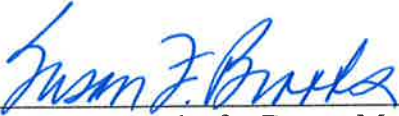
Regular session ended: 8:45 p.m.
Closed session began: N/A
Closed session ended: N/A
Regular session reconvened: N/A

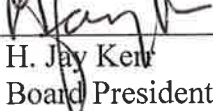
14. Report Upon Return from Closed Session (if applicable)

No reportable actions taken, as there were no closed session items per District Counsel Ross.

15. Adjournment

The meeting adjourned at 8:55 p.m.

Prepared by: 
Susan Brooks for Donna Maxwell
District Clerk

Approved by: 
H. Jay Ken
Board President